King, Valerie A.

From:	Carchman, Loreen
Sent:	Thursday, October 03, 2002 12:28 PM
To:	King, Valerie A.; Phillips, Robin; Venable-Waple, Bristow (RD &E); Johnson, Earl J.; Tarzia, Chris; Donahue, Dennis M.; Arnold, Amy
Cc:	Worontsoff, Wally G.; Solana, Rick P.; Osborne, Kevin (PMMC Legal)
Subject:	Notes from Contract Improvement Process Check-In Meeting

Enclosed please find the notes from our meeting last week.

I would like to thank you for your time. I felt it was a productive meeting and we are moving in the right direction.

However, I would like place target completion dates on any action item.

Therefore, after your review, would you please let me know an appropriate target date of these open items? I will then revise the document and circulate.

Thank you again for all your time and effort.

-L

[redacted]
CIPCheckIn.doc

Sample analysis capability - by November 1
Milestones for DA needs - by October 15

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